

**THE CITY OF DEXTER
REGULAR CITY COUNCIL MEETING
MONDAY, NOVEMBER 8, 2021**

A. CALL TO ORDER / PLEDGE OF ALLEGIANCE

The City Council Meeting was called to order at 7:02 pm by Mayor Keough and was held at 3515 Broad Street and online via Zoom.

B. ROLL CALL:

S. Arab - Present
P. Cousins - Present
D. Fisher - Present
J. Griffin – Present remotely from the City of Dexter
W. Hubbard – Present
Z. Michels – Present
Mayor Keough – Present

Student Representatives:

Alex Gilbert – Present
Eren Buyukbozkirli – Present

Also attending: Justin Breyer, City Manager and City Clerk; Michelle Aniol, Community Development Manager (remotely); Dan Schlaff, Public Services Superintendent; Mike Auerbach, Assistant Planner; Robert Smith, Dexter Area Fire Department Chief; Patrick Droze, OHM Advisors; Marie Sherry, Treasurer (remotely); Tim Stewart, Lead Utility Operator; Pamela Weber, Recording Secretary; Media

C. APPROVAL OF THE MINUTES

1. Regular City Council Meeting – October 25, 2021

Motion Arab; support Cousins to approve the minutes of the Regular City Council.

Ayes: Hubbard, Cousins, Arab, Fisher, Griffin, Michels, Keough
Nays: None
Motion carries

D. PRE-ARRANGED PARTICIPATION:

None

E. APPROVAL OF AGENDA

Motion Fisher; support Hubbard to approve Agenda with the following change:

- Move New Business Item M-1 ahead of Unfinished Business Item L-1

Ayes: Cousins, Fisher, Arab, Michels, Griffin, Hubbard, Keough

Nays: None

Motion carries

F. DECLARATION OF CONFLICTS OF INTEREST

Council Member Michels stated that one of the bills being paid is to his employer, Carlisle-Wortman. He further stated that he did not participate in the creation of the bill and will be abstaining from the vote.

G. PUBLIC HEARINGS:

None

H. NON-ARRANGED PARTICIPATION:

None

I. COMMUNICATIONS:

1. Upcoming Meeting List

J. REPORTS:

1. Public Services Superintendent – Dan Schlaff

Mr. Schlaff submitted his written report as per packet. Discussion followed.

- A question was asked about the stormwater pond comments in the report. Mr. Schlaff indicated the Huron Farms HOA is asking for help with their pond. Because the pond is not the City's, the City offered education on the purpose of the pond and how it is supposed to work. He stated the HOA is headed in the right direction.
- A question was asked about the report item dealing with the tree at Edison and Fourth. A resident feels the maple tree is in worse condition than it looks due to dead branches. Mr. Breyer stated this is a large tree which would be costly to take down. Staff wants to be sure it should be taken down. The City will pay to have it evaluated by an arborist using special technology to see if it is dead inside.
- A question was asked if we have enough salt for the winter. Staff indicated that the salt storage shed is full. They are starting to transition equipment over to winter use.
- Doing a good job cleaning up leaves in the city. Cannot do it full-time due to other commitments, but it is moving along.
- Mr. Schlaff stated his last meeting will be the end of January.

2. Community Development Manager – Michelle Aniol

Ms. Aniol submitted her written report as per packet. Ms. Aniol provided the following updates.

- Ms. Aniol received an email from Jim Carson about an invite to the community listening session about the future of the Senior Center. All elected officials should have received an invitation. It will be held on Nov 15th from 3-4 PM.
- There are two vacant parcels in the downtown, one at 3862 Central and one at 3165 Baker Road. Staff has received a number of inquiries about those properties recently. Staff anticipates that purchase agreements are in the works. Will soon see what development plans are in the works. This is an exciting time for the downtown.
- A question was asked about the rental inspection ordinance (listed in the supplement). Council Member Griffin stated that she is interested in it being added as an agenda item for an upcoming meeting. Mr. Breyer stated he will add it to the agenda for the next meeting.
- A question was asked about whether there is a draft for the maintenance code. Mr. Auerbach said the maintenance code is fairly simple compared to the building code which is much thicker. It is also fairly simple, but he advises the City Attorney should probably review it. Mr. Auerbach said the IPMC code could be ready for next meeting.

3. Board, Commission, & Other Reports- “Bi-annual or as needed”
None

4. Subcommittee Reports
None

5. City Manager Report – Justin Breyer

Mr. Breyer submitted his written report as per packet. Mr. Breyer provided the following update:

- There is an offer out to Tim Stewart to be the Assistant Superintendent. They spoke and have come to terms. Will hopefully be welcoming Mr. Stewart to his new position soon.
- A question was asked about files in the store room where the water softener will be located and if there is a timeframe to move them. Mr. Breyer stated he will be meeting with staff this week to evaluate relocating those files. There are sensitive documents in the records storage room, and no one but City staff should access them. There are options for moving them to a different locked space.
- Some street traffic concerns were expressed to Council Members by residents. Street traffic concerns (including a student unable to cross Dexter Ann Arbor Road at Dan Hoey in time) will become an agenda item for next meeting.

6. Mayor Report – Shawn Keough

Mr. Keough submitted his written report as per packet.

7. Council Member Reports
None

K. CONSENT AGENDA:

1. Consideration of: Bills & Payroll in the amount of: \$83,125.87
2. Consideration of: CDBG ADA Ramps Subrecipient Agreement with Washtenaw County
3. Consideration of: CDBG ADA Ramps Bid Award to Saladino Construction for an Amount not to Exceed \$36,000
4. Consideration of: 5th Well House Generator Manual Transfer Switch Award to PM Technologies for an Amount not to Exceed \$12,066

Motion Fisher; support Cousins to approve items 1 - 4 of the Consent Agenda.

Ayes: Arab, Cousins, Fisher, Griffin, Hubbard, Keough

Nays: None

Abstain: Michaels

Motion carries

M. NEW BUSINESS- Consideration and Discussion of:

Moved M1 ahead of L1 due to applicant being present

1. Consideration of: Combined Preliminary and Final Site Plan for Variety Die & Stamping 2221 Bishop Circle East.

Motion Fisher; support Michels that based on the Planning Commission's recommendation and the information provided by the applicant, staff, and OHM, and reflected in the minutes of this meeting, the City Council moves to approve AP2021.22-05 Combined Preliminary and Final Site Plan for Variety Die & Stamping, revision dated October 19, 2021, subject to the following conditions:

1. The applicant shall submit a revised plan for administrative review and approval that address the following issues:
 - a. Reduce the number of required trees from 102 to 71 and focus the installation of those tree to ensure adequate screening of the dumpster enclosures and the western parking lot.
 - b. Eliminate the discrepancy between hardcopy and electronic versions of Sheets 15, A1.0, A1.1, and A2.0, as cited herein, and color hardcopies of those same Sheets shall be provided.

- c. Provide gates on the roll-off dumpster enclosure that are similar to those proposed for the regular dumpster enclosure or the applicant must return to the Planning Commission for a determination, in accordance with Section 3.16.D.2.
 - d. Provide a notation that states a smoke and heat detection system shall be installed for the existing building and proposed building addition
2. Staff reviews dated, November 2, 2021 and September 29, 2021;
 3. CWA review recommendations dated, September 19, 2021;
 4. OHM reviews dated, November 2, 2021 and September 23, 2021; and
 5. DAFD review dated, September 20, 2021.

Ayes: Michels, Cousins, Fisher, Griffin, Arab, Hubbard, Keough
 Nays: None
 Motion carries

L. UNFINISHED BUSINESS- Consideration and Discussion of:

1. Discussion of: Fire Station Guiding Principles

City Council discussed items relating to fire station guiding principles, including:

- Council's comments included as part of the City Manager's memo.
- Council Member Griffin provided a memo relating to the guiding principles.
- Defining the problems that Council is looking to resolve through the development of a "problem statement." Definition of the problem should come from the users.
- Seeking Chief Smith's and firefighter's input.
- Holding a work session for City Council and/or members of the public.
- Vision statements.
- Uniformly educating and soliciting feedback from the public.
- Potential venues and logistics for work sessions and public meetings. Refining and distributing the guiding principles to the public for affirmation.
- Planning a work session for November 22nd at 6:00pm before the next Council meeting.

M. NEW BUSINESS- Consideration and Discussion of: Moved M1 ahead of L1 due to applicant being present

2. Consideration of: Water and Wastewater Treatment Chemicals Bid Award

Motion Cousins; support Fisher to award the delivery of:

- Ferric chloride to PVS Nolwood for a three-year term ending February 1, 2025; and
- Bleach, aquamag polyphosphate, and orthophosphate to Elhorn Engineering Company for a one-year term with the option to extend the contract for an additional two years if the vendor is willing to hold their price; and
- Sodium bisulfite to Haviland Products Company for a one-year term with the option to extend the contract for an additional two years, if the vendor is willing to hold their price; and

- Hydrofluosilicic acid to Alexander Chemical Corporation for a one-year term with the option to extend the contract for an additional two years, if the vendor is willing to hold their price.

Ayes: Griffin, Arab, Michels, Cousins, Hubbard, Keough

Nays: None

Absent: Fisher

Motion carries

3. Consideration of: Scope of Work from SmithGroup for the Development of a Mill Creek Park North Master Plan for an Amount not to Exceed \$15,500

Motion Griffin; support Arab to approve the scope of work from SmithGroup for the development of a Mill Creek Park North Playground Master Plan for an amount not to exceed \$15,500.

Ayes: Hubbard, Arab, Michels, Fisher, Griffin, Keough

Nays: Cousins

Motion carries

4. Consideration of: Approval of the Washtenaw Regional Resource Management Authority (WRRMA) Budget

Motion Griffin; support Michels to consider the approval of the Washtenaw Regional Resource Management Authority (WRRMA) FY 2022 Budget.

Ayes: Arab, Michels, Cousins, Fisher, Griffin, Hubbard, Keough

Nays: None

Motion carries

5. Consideration of: Resolution to Appoint a Delegate and Alternate to the Washtenaw Regional Resource Management Authority (WRRMA) Board

Motion Cousins, support Fisher to consider the adoption of the Resolution to Appoint a Delegate and Alternate to the Washtenaw Regional Resource Management Authority (WRRMA).

Ayes: Fisher, Griffin, Arab, Michels, Cousins, Hubbard, Keough

Nays: None

Motion carries

6. Discussion of: Urban Wireless Solutions Contract Update

Ms. Aniol explained the consulting agreement with Mr. Doug Weber is from January 2020 for education, ordinance creation and design regulation. Covid and other circumstances impacted this and he could not carry out the agreement as was initially entered-into. He did provide some assistance, but has not billed the City. Ms. Aniol asked him for specific design criteria for the downtown area and the new subdivisions (Huron Farms, Dexter Crossing, Westridge). There are no overhead wires and poles. If a small cell vendor comes in, we need regulations for how that is going to look and be accomplished. That will require having input and education to those subdivisions. Asked him to propose an amendment to the agreement and identify the services we need going forward. He did that. He clarified problem areas and will work with the City to design small cell infrastructure. Original contract was for \$8,000, the City paid \$3,000 so there is \$5,000 left. There is still work to be done.

7. Discussion of: City Council Rule #17

City Council discussed the following relating to City Council Rule #17:

- Mr. Breyer said City Council approved the amendment to City Council rules 1-16. Rule #17 deals with the appointment of a new member vacancy. Council wanted to bring this back for further discussion.
- Role and opportunities for City Council and public input.
- City Council was generally supportive of the inclusion of a public interview process for candidates. It was requested that the item be brought back for consideration with the addition of a public interview process to the language.

N. COUNCIL COMMENTS (paraphrased or summarized by City Clerk)

Michels: Has anyone reached out to Temple Beth to see if they want to do a holiday display in our park this year? Sounds like that is a no.

Cousins: None

Fisher: None

Hubbard: None

Arab: None

Griffin: None

Alex Gilbert: None

Eren Buyukbozkirli: None

O. NON-ARRANGED PARTICIPATION:

None

P. ADJOURNMENT

Motion Fisher; support Arab to adjourn the meeting at 8:46 PM
Unanimous voice vote approval.

Respectfully submitted,

Justin Breyer
City Manager and City Clerk

Approved for Filing: _____